

# **Travel & Expense Account Summary**

Employee Name                      Therese DELGADILLO  
Expense Dates                      01/20/10-01/22/10  
Report Name                        9001--January 2010

Request Total    \$        27.50  
Direct Charge Total    -        0.00  
Travel Advances    -        0.00  
Net Due Employee =    **27.50**

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Non-Travel Expenses	January 22	9.50
Non-Travel Expenses	January 20	18.00

NOTE: (d)=Direct Charge

DATE	Wed Jan 20									TOTAL
Parking, Auto	18.00									18.00
TOTALS \$	18.00									18.00

DATE	Fri Jan 22									TOTAL
Parking, Auto	9.50									9.50
TOTALS \$	9.50									9.50